

**PUNJABI UNIVERSITY, PATIALA**



**Outlines of Tests,  
Syllabi and Courses of Reading  
Master of Commerce  
M.Com. Part-II (Semester III & IV)  
(REGULAR & DISTANCE STUDENTS)  
For  
(2020-2021 & 2021-2022 Session)**

**SYLLABUS**  
**M.COM. PART-II (SEMESTER III & IV)**  
**Under CBCS**  
**SESSION 2018-2019 & 2019-2020**

**SEMESTER-III**

**CORE SUBJECT**

		Theory	Internal Assessment	Credit
MC 301	Contemporary Auditing	70	30	5
MC 302	Corporate Legal Framework	70	30	5
MC 303	Direct Tax Laws	70	30	5
MC 304	Marketing Management	70	30	5

**ELECTIVE PAPER(ANY ONE GROUP)**

**GROUP-I : ACCOUNTING & MANAGEMENT**

MC 305(i)	Project Management	70	30	5
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**GROUP-II : FINANCE**

MC 305(ii)	Management of Financial Services	70	30	5
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**SEMESTER-IV**

**CORE SUBJECT**

		Theory	Internal Assessment	Credit
MC 401	Human Resource Management	70	30	5
MC 402	Fundamentals of Investment	70	30	5
MC 403	Banking and Insurance Services	70	30	5
MC 404	Corporate Tax Planning	70	30	5
MC 405	Comprehensive Viva-voce		50	2

**ELECTIVE PAPER(ANY ONE GROUP)**

**GROUP-I : ACCOUNTING & MANAGEMENT**

MC 406(i)	Corporate Governance	70	30	5
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**GROUP-II : FINANCE**

MC 406(ii)	International Finance	70	30	5
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**(2018-2019 & 2019-2020)**  
**Syllabus of M.Com.-II (3rd Semester)**

**PAPER: MC 301 : CONTEMPORARY AUDITING**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

The objective of this course is to equip students with knowledge and understanding of the audit process, procedure of auditing and role played by an auditor and the standards followed in audit process.

**UNIT-I**

Auditing: Concepts, Nature and limitations of Auditing, Basic Principles governing an audit, Relationship between Accounting and Auditing, Classification of Auditing : different basis of classification, Internal and External Audit, Statutory and Non-Statutory Auditing, Continuous, Interim and periodic audit.

Auditor's Independence: Independence in Mind Vs Independence in Appearance, Threats to Auditor's Independence, Regulatory Framework to ensure auditor's Independence; Standards of Auditing- Overview, Standards on Auditing issued by ICAI: SA 200, SA 210, SA 230, SA 299, SA 500, SA 610, SA 701.

**UNIT-II**

Company Audit: Preliminaries before commencement of Company Audit, Statutory requirements under Company Act 2013, Concept of true and fair, materiality and audit risk with respect to audit of companies. Company Auditor: Qualification, Disqualification, Appointment, Removal, Remuneration, Audit ceiling- Status, Power, Duties and Liabilities of Auditor.

Auditor Report: Qualifications, disclaimers, Adverse opinion, Disclosures reports and certificates. Management Audit; Cost Audit; Different Audits: environmental Audit, Audit of Banks & Insurance companies, Audit of cooperative societies Auditing in EDP Environment.

**Pedagogy:**

The instructor is expected to use leading pedagogical approaches in the class room situation, lectures, case study analysis, group discussions, assignment writing and tests, research based methodology, innovative instructional methods, use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings:**

1. Kamal Gupta & Ashok Gupta, "Fundamentals of Auditing", McGraw Hill Education, New Delhi.
2. R.G. Saxena, "Principles and Practice of Auditing", Himalaya Publishing House, New Delhi.
3. Spicer and Pegler. "Practical Auditing", Allied Publications, New Delhi.
4. Relevant Publications of ICAI on Auditing.

(2018-2019 & 2019-2020)  
**Syllabus of M.Com.-II (3rd Semester)**

**PAPER: MC 302 : CORPORATE LEGAL FRAMEWORK**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

The objective of this course is to impart expert knowledge, acquaintance and familiarity with the latest provisions of Companies Act and to have a good understanding of the important business legislations along with the relevant case laws.

**UNIT-I**

Concept of Corporation & Legal Entity, Formation of a Company: Memorandum and Articles of Association and their alteration, Doctrine of Ultra Vires, Doctrine of Indoor Management, Prospectus, Shares and Share Capital, Transfer and Transmission of shares.

Borrowing Powers of the company, Fixed and Floating charge, Management of companies, Directors, Meeting of directors and share holders; Winding up and dissolution.

**UNIT-II**

The Negotiable Instruments Act, 1881; Definition, types of negotiable instruments; negotiation; negotiation; Holder and holder in due course; Payment in due course; Endorsement and Crossing of Cheque; Presentation of negotiable instrument.

The Competition Act 2002: Establishment, composition, duties, functions and powers of Competition-Commission of-India, Provisions relating to anti-competitive agreements.

**Pedagogy:**

The instructor is expected to use leading pedagogical approaches in the class room situation, lectures, case study analysis, group discussions, assignment writing and tests, research based methodology, innovative instructional methods, use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings:**

1. M.C. Kuchhal, and Vivek Kuchhal, Business Law, Vikas Publishing House, New Delhi.
2. Avtar Singh, Business Law, Eastern Book Company, Lucknow.
3. SN Maheshwari and SK Maheshwari, Business Law, National Publishing House, New Delhi.
4. P C Tulsian and Bharat Tulsian, Business Law, McGraw Hill Education

**(2018-2019 & 2019-2020)**  
**Syllabus of M.Com.-II (3rd Semester)**

**PAPER: MC 303 : DIRECT TAX LAWS**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions (two theory and two numerical) each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

The objective of this course is to impart expert knowledge, acquaintance and familiarity with computation of income as per the latest provisions of Income-tax Act, 1961 and the relevant Rules.

**. UNIT-I**

Introduction to Direct Tax Laws, Definitions, Basis of Charge-Determination of Residential Status under Income Tax Act 1961, Computation of Income under various Heads ( Salaries, House Property, Profits and Gains from Business and Profession , Capital Gains, Income from Other Sources).

**UNIT-II**

Set Off and Carry Forward Losses, Income of other persons to be included in Assessee's Total Income. Deduction out of Gross Total Income, Computation of Income: in case of individuals, HUF, Partnership Firms, Companies.

**Pedagogy:**

The instructor is expected to use leading pedagogical approaches in the class room situation, lectures, case study analysis, group discussions, assignment writing and tests, research based methodology, innovative instructional methods, use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings:**

1. Singhania, Vinod K. and Monica Singhania. Students' Guide to Income Tax, University Edition. Taxmann Publications Pvt. Ltd., New Delhi.
2. Ahuja, Girish and Ravi Gupta. Systematic Approach to Income Tax. Bharat Law House, Delhi.
3. Shalinder Sekhon, The Income Tax Law: A Simple guide to theory, SLM Publication.
4. **Software** 1. Vinod Kumar Singhania, e-filing of Income Tax Returns and Computation of Tax, Taxmann Publication Pvt. Ltd, New Delhi. Latest version 2. 'Excel Utility' available at [incometaxindiaefiling.gov.in](http://incometaxindiaefiling.gov.in)

**(2018-2019 & 2019-2020)**  
**Syllabus of M.Com.-II (3rd Semester)**

**PAPER: MC 304 : MARKETING MANAGEMENT**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

The objective of this course is to provide basic knowledge of concepts, principles, tools and techniques of marketing and to develop their skills so as to have deeper insight into the subject and to manage marketing operations of a business.

**UNIT-I**

Marketing : Meaning, importance, scope and various concepts, Tasks of Marketing Manager under different demand situations, Marketing environment. Identifying market segments and selecting target markets.

Product Decisions : Concept of a product, classification of products, major products decisions, product line and product mix; Branding ; Packaging and labeling; Product life cycle-strategic implications; New product development and consumer adoption process.

Pricing Decisions : Factors affecting price determination; Pricing policies and strategies; Discounts and rebates.

**UNIT-II**

Physical Distribution Decisions: Nature, functions and types of distribution channels, Channel management decisions, retailing and wholesaling.

Promotion Decisions: Communication process; Promotion Mix : advertising, personal selling, sales promotion. Publicity and public relations; Determining advertising budget; copy designing and its testing; Media selection; Advertising effectiveness: Promotion tools and techniques; various steps in selling; Training, Supervising, Motivating the salesforce. Managing Direct and Online Marketing.

Marketing Organisation and Control. Marketing of services : Concept, characteristics and problems; Green marketing. Marketing Research: Meaning, importance, scope and process.

**Pedagogy:**

The instructor is expected to use leading pedagogical approaches in the class room situation, lectures, case study analysis relating to marketing practices of the leading companies, group discussions, assignment writing and use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings:**

1. Kotler, Philip, Gary Armstrong, Prafulla Agnihotri and Ehsanul Haque. Principles of Marketing. Pearson Education.
2. J C Gandhi , Marketing: A Managerial Introduction, Tata MC Graw Hill
3. Michael, J. Etzel, Bruce J. Walker, William J Stanton and Ajay Pandit. Marketing: Concepts and Cases. (Special Indian Edition)., McGraw Hill Education
4. William D. Perreault, and McCarthy, E. Jerome., Basic Marketing. Pearson Education.
5. Dhruv Grewal and Michael Levy, Marketing, McGraw Hill Education

(2018-2019 & 2019-2020)  
Syllabus of M.Com.-II (3rd Semester)

**ELECTIVE PAPER**

**GROUP-I: ACCOUNTING & MANAGEMENT**

**PAPER: MC 305(i) : PROJECT MANAGEMENT**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

The course is aimed at developing the understanding of project activities and relevant skills and to enhance the application of planning, scheduling, monitoring and control of multiple projects.

**UNIT-I**

Introduction to Project Management: Objectives of a Project, Need for Project Management, Project Life cycle, Project Management Framework, Steps in Project Planning, Managing Risk, Components of Risk Management.

Market Analysis: Market and Demand Analysis, Market Survey, Demand Forecasting, Uncertainties in Demand Forecasting. Technical Analysis: Product Mix, Plant Capacity, Materials and Inputs, Machinery and Equipment, Technical arrangements, Environmental aspects. Project Costing and Finance: Cost of project, Cost of production, Means of Financing Project, Working capital requirements and its financing, profitability projections, projected cash flow statement and project balance sheet.

**UNIT-II**

Project Appraisal: Time Value of Money, Project Appraisal Techniques- Payback Period, Accounting Rate of Return, Net Present Value, Internal Rate of Return, Benefit Cost Ratio, Social Cost Benefit Analysis, Assessment of various methods. Risk Analysis: Measures of Risk, Sensitivity Analysis, Scenario analysis, Break-even method, Simulation Analysis, Decision Tree Analysis, Application of project appraisal techniques in current environment. Project Scheduling/Network Techniques in Project Management: Concept of EOT, LOT, CPM and PERT Analysis, Float times, Crashing of Activities, Contraction of Network for Cost Optimization.

**Pedagogy:**

The instructor is expected to use leading pedagogical approaches in the class room situation, lectures, case study analysis relating to various projects, group discussions, assignment writing and tests, research based methodology, innovative instructional methods, use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings:**

1. M. Patel: Project Management-Strategic Financial Planning Evaluation and Control, Vikas Publishing.
2. Prasana Chandra: Projects - Planning , Analysis, Selection, Implementation and Review, Tata McGraw Hill.
3. Chaudhary S. “ Project Management” , Tata Mc . Graw Hill.

**(2018-2019 & 2019-2020)**  
**Syllabus of M.Com.-II (3rd Semester)**

**ELECTIVE PAPER**

**GROUP-II: FINANCE**

**PAPER: MC 305(ii): MANAGEMENT OF FINANCIAL SERVICES**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

This course aims at acquainting the students with the developments in the areas of financial services and developing their skills to manage financial services .It will give an insight into the strategic, regulatory, operating and managerial issues concerning various financial services.

**UNIT-I**

Financial Services: Nature and types; Merchant Banking: Role, Services provided by merchant bankers, Structure of Merchant Banking in India, SEBI regulations, recent developments; Venture Capital: Characteristics, SEBI guidelines, venture capital funds in India; Leasing: Characteristics and types, Leasing and Hire-Purchase. Underwriting: concept, SEBI regulations.

**UNIT-II**

Mutual Funds: Meaning, types, measuring return of mutual funds, SEBI guidelines, Performance of Mutual Funds in India, current developments; Credit Rating: Meaning, significance, types; SEBI regulations for credit rating, Credit Rating Agencies; Factoring: characteristics and forms, Factoring in India; Forfeiting. Plastic Money: Concept, various forms of plastic money. Growth and Present Scenario of Plastic Money in India.

**Pedagogy:**

The instructor is expected to use leading pedagogical approaches in the class room situation, lectures, case study analysis relating to various financial services provided by the financial institutions, group discussions, assignment writing and tests, research based methodology, innovative instructional methods, use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings:**

1. Bansal, L.K., Merchant Banking and Financial Services, Tata McGraw Hill.
2. Bhole, L.M., Financial Institutions and Markets: Structure, Growth and Innovations, Tata McGraw-Hill.
3. Gurusamy, S., Financial Markets and Institutions, Thompson Learning.
4. Khan, M.Y., Management of Financial Services, Tata McGraw-Hill.
5. Gordon & Natarajan, Emerging Scenario of Financial Services, , Himalaya Publishing House
6. Avadhani, Management of Financial Services, Himalaya Publishing House.



**(2018-2019 & 2019-2020)**  
**Syllabus of M.Com.-II (4<sup>th</sup> Semester)**

**PAPER: MC 401 : HUMAN RESOURCE MANAGEMENT**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

This course provides the coverage of concept of HRM, Human resources planning and procurement, human resource development and compensational and rewards system with the main objective to provide the student the knowledge about human resources, their significance and managing them in organizations.

**UNIT-I**

Human Resource Management : Meaning, Definition, Scope of HRM, Objectives and functions of HRM, Role and qualities of HRM Manager, HRM Policies and Principles, HRM Model. Evolution of HRM, Organisation of HRM Department. Environment of HRM, Role of Government and other external and internal forces which effect HRM functions.

Human Resource Planning and Development of Human Resource Information System (HRIS), Job analysis, Job Description and Job specification. Human Resource (Procurement) : Recruitment Process and its effectiveness, Selection Process & its effectiveness, Orientation & Placement. Human Resource Training and Development & its effectiveness.

**UNIT- II**

Human Resource Potential Appraisal System, Performance Appraisal (Meaning, Definition, Appraisal Process, Past Oriented Methods, New approaches like 360 degree, Assessment Centres, MBO). Compensation Management: Employee Remuneration Incentive Payments (individual as well as group incentive plans), Employee Benefits and Executive Remuneration. Employee Welfare, Safety and Health, Internal Mobility (Promotion Transfer). Work Redesigning, Job enlargement, Job rotation, Job evaluation, job satisfaction-importance and measurement, Work Life Balance.

**Pedagogy:**

The instructor is expected to use leading pedagogical approaches in the class room situation, lectures, case study analysis relating to various human resource management practices adopted by the companies, group discussions, assignment writing and tests, research based methodology, innovative instructional methods, use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings:**

1. Human Resource Management: Strategies and Action -Armstrong
2. Human Resource Management -Dr.Ashwathappa
3. Personnel and Human Resource Management -D.A. Deonz and F.P. Robins
4. Personnel Management - Edwin Phillip
5. Human Resources Management—L.M. Prasad

**(2018-2019 & 2019-2020)**  
**Syllabus of M.Com.-II (4th Semester)**

**PAPER: MC 402 : FUNDAMENTALS OF INVESTMENT**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

This course seeks to acquaint students with the theoretical and practical aspects of investment analysis for security selection and portfolio management purposes.

**UNIT-I**

Investment : Concept, Investment and speculation, Nature and scope of investment analysis; objectives of investment; Risk : Concept, types, measurement of risk ; Return : Meaning and measurement.

Investment alternatives for individuals : Bank deposits, Post office schemes, PF, Public Deposits, Mutual Funds, Shares, Debentures, Government Securities, Derivatives : Options and Futures, Valuation models of equity shares and debentures.

**UNIT-II**

Investment Analysis: Fundamental analysis covering economic, industry and company analysis.

Technical Analysis and Chartist techniques; Dow Theory, Types of charts used, Technical indicators : Advance-Divide Line, Support and Resistance Levels, Moving Averages.

Efficient Market Theory : Forms and Tests, Random Walk Hypothesis, Portfolio Management; Concept, objectives and significance.

**Pedagogy:**

The instructor is expected to use leading pedagogical approaches in the class room situation, lectures, case study analysis group discussions, assignment writing and tests, research based methodology, innovative instructional methods, use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings:**

1. Alexander, G.J., Sharpe, W.F. and Bailey, J.V., Fundamentals of Investments, Prentice Hall.
2. Avadhani, V.A., Investment Management, Himalaya Publishing House.
3. Bodie, Z., Kane, A., Marcus, A.J. and Mohanty, P., Investments, Tata McGraw-Hill.
4. Chandra, P., Investment Analysis and Portfolio Management, Tata McGraw-Hill.
5. Mayo, H.B., Investments: An Introduction, Thomson Asia
6. Pandian P - Security Analysis and Portfolio Management , Vikas Publications  
Alexander, G.J., Sharpe, W.F. and Bailey, J.V., Fundamentals of Investments, Prentice Hall.

**(2018-2019 & 2019-2020)**  
**Syllabus of M.Com.-II (4th Semester)**

**PAPER: MC 403 : BANKING AND INSURANCE SERVICES**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives**

This course aims at acquainting the participants with the operations, functions and management of banking and insurance sector. It will enable the students to know more about emerging trends in banking and insurance sector.

**UNIT-I**

Banking in India : Functions of Commercial Banks; Deposits : Different deposits products offered by banks, Deposit mobilization by banks : volume and trends, know your customer guidelines.

Credit-Principles of Lending, various credit products/facilities offered by banks, volume and trends, credit appraisal techniques: approach to lending, credit Management, credit monitoring, NPA management, priority sector lending, financial inclusion, securitization. Management of Funds in Commercial Banks : Liquidity Management, Management of Capital funds, Assets Liabilities Management, Risk Management.

Emerging Trends in Banking : Retail Banking, Banking Technology, E-Banking : Distribution Channels : Teller Machines, cash dispensers, ATM, Home Banking, online Banking, E-Payment systems, E-funds transfer system.

**UNIT-II**

Insurance: Introduction to Insurance : Purpose, need and types, organizational structure of Insurance Business in India, Legislative framework : Main provisions of IRDA, Entry of Private Sector in Insurance business : progress and problems, Major life and non-life insurance players in India, Risk Management Practices in Insurance sector.

**Pedagogy:**

The instructor is expected to use leading pedagogical approaches in the class room situation, lectures, case study analysis relating to banking and insurance sector, group discussions, assignment writing including the latest products and services offered by banks and insurance companies, research based methodology, innovative instructional methods, use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings:**

1. Banking Law and Practice by P. N. Varshney
2. Banking- Theory, Law and Practice by Gordon & Natarajan
3. Banks and Institutional Management by Vasant Desai
4. Indian Financial System by H.R.Machiraju
5. Commercial Banking, Vol. II, Indian Institute of Bankers, Mumbai.

**6. (2018-2019 & 2019-2020)**  
**Syllabus of M.Com.-II (4th Semester)**

**PAPER: MC 404 : CORPORATE TAX PLANNING**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

This course focuses on Tax planning relating to various managerial decisions for reducing the tax burden, allocation of investments, and maximize the company wealth. It helps in understanding the impudence of tax planning with various managerial decisions.

**UNIT-I**

Introduction to Tax Management: Concept of tax planning ; Tax avoidance and tax evasions; Methods of tax planning; justification of tax.

Tax Planning for New Business : Tax planning with reference to location, nature and form of organization of new business.

Special Tax Provisions : Tax provisions relating to free trade zones, infrastructure sector and backward areas; Tax incentives for exporters.

Tax issues Relating to Amalgamation: Tax Planning with reference to amalgamation and demerger of companies.

**UNIT-II**

Tax Planning and Financial Management Decisions : Tax planning relating to capital structure decision, dividend policy, interoperate dividends and bonus shares.

Tax Planning and Managerial Decisions : Tax planning in respect of own or lease, sale of assets used for scientific research, make or buy decisions; Repair, Replace, renewal or renovation and shutdown or continue decisions.

Tax Planning and Compensations Package; Double taxation avoidance agreements; Tax Planning and non-residents; Tax-payment : Tax deductions and collection at source, Advance Payment of Tax.

**Pedagogy:**

The course content will be covered through class room lecture, assignment, case discussion, and work out the problem on the company tax aspects and also visiting company and tax office for practical exposure.

**Suggested Readings:**

1. Agrawal, K.K., Corporate Taxation, Atlantic Publishers and Distributors.
2. Ahuja, G. and Gupta, R., Corporate Tax, Bharat Law House.
3. Lakhotia, R.N. and Lakhotia, S., Corporate Tax Planning Handbook, Vision Books. 5. Singhania, V.K., Singhania K. and Singhania. M., Direct Taxes Law and Practice, Taxmann Publications.
4. Singhania, V.K., Singhania, M., Corporate Tax Planning and Business Tax Procedures, Taxmann

**(2018-2019 & 2019-2020)**  
**Syllabus of M.Com.-II (4th Semester)**

**ELECTIVE PAPER**

**GROUP-I**

**PAPER MC 406(i) : CORPORATE GOVERNANCE**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

The objective of the paper is to enable the student to understand the concept of corporate governance and to give information about the corporate governance reforming committee reports in India.

**UNIT-I**

Meaning and significance of corporate governance, history of corporate governance, principles and theories of corporate governance, models of corporate governance, globalization and corporate governance, corporate governance practices/codes in USA, UK, Germany, Japan and India; framework of corporate governance in India – Kumar Mangalam Birla Committee, Naresh Chandra Committee Report, Narayana Murthy Committee, etc.; corporate governance requirements under the Listing Agreement and Companies Act, 2013.

**UNIT-II**

The internal and external institutions of corporate governance: internal institutions, viz., role of the board of directors, managers, and shareholders; corporate board special committees, attributes, responsibilities, liabilities, shaping directorial competence and board effectiveness; external institutions, viz., the role of regulators and government enforcement (company law, SEBI regulations, FEMA, banking and capital market regulations), legislative (introduction to Indian and foreign initiatives); gatekeepers and access to capital (auditors, investment bankers, rating agencies, exchanges, the financial press), and market (product market, labour market, capital market, and market of corporate control).

**Pedagogy:**

The course content will be covered through class room lecture, assignment, case discussion, group discussions, innovative instructional methods, use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings**

1. Corporate Governance, Indian Institute of Corporate Affairs, Taxmann Publication.
2. Fernando, A.C., Business Ethics and Corporate Governance, Pearson Education.
3. Lipman, F.D. and Lipman, L.K., Corporate Governance Best Practices: Strategies for Public, Private, and Not-for-Profit Organizations,
4. Tricker, B., Corporate Governance: Principles, Policies, and Practices, Oxford University Press

**(2018-2019 & 2019-2020)**  
**Syllabus of M.Com.-II (4th Semester)**  
**ELECTIVE PAPER**

**GROUP-II : FINANCE**

**PAPER: MC 406(ii) : INTERNATIONAL FINANCE**

Lectures Delivered : 60  
Time Allowed: 3 Hrs.

Internal Assessment: 30 Marks  
External Assessment: 70 Marks  
Credit : 5

**Instructions for Paper Setter/Examiners**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**Course Objectives:**

The course aims at familiarizing the students with the concepts, functions and practices of international finance and to enable them get global perspective on issues related to business. It further analyses the nature and functioning of foreign exchange markets, determination of exchange rates

**UNIT-I**

Foundations of International Finance : Concept, Goals of International Finance; and role of International Finance Manager in an MNC; Globalisation of World Economy; Recent trends. Evolution of International Monetary System: Classical gold standard, Bretton woods system, Current Exchange Rate arrangements. European Monetary System. Balance of Payments (BOP) Accounting, the Current Account, the Capital Account, Official Reserve Account.

Foreign Direct Investment (FDI) and Multinational Corporations, Regional Economic Integration; SAARC, ASEAN, EC, NAFTA.

**UNIT-II**

Foreign Exchange Market: Function and structure; Spot Market, Forward Mark International Parity Relationship and Forecasting Foreign Exchange Rates, Interest Rent Parity, Purchasing Power Parity, Fisher Effects.

Foreign Investment Institutions: Instruments; ADRs, GDRs, FIIs-their role in Indian Capital Market.

Foreign Exchange Exposure and Management; Types of exposure, Transaction Exposure Translation Exposure, Economic Exposure and Operating Exposure. Measurement Exposure and Exposure Management Techniques.

Multinational Working Capital Management, Centralised Vs. Decentralized Capital Management, Managing International Receivable Management.

**Pedagogy:**

The course content will be covered through class room lecture, assignment, case discussion, group discussions, innovative instructional methods, use of technology in the class room and comprehensive assessment practices to strengthen the teaching efforts .

**Suggested Readings:**

1. Alan Shapiro: Multinational Financial Management, Prentice Hall, New Delhi.
2. Apte: International Financial Management, Tata McGraw Hill, Delhi.
3. David B. Zenoff & Jack Zwick: International Financial Management.
4. V. A. Avadhani: International Finance - Theory and Practice, Himalaya Publishing House. Jeff Madura: International Financial Management, Thomson Learning.